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7 May 1962

MEMORANDUM FOR: Chief, Archives and Records Center

SUBJECT: Disposition Change for Certain FI/D Records

REFERENCE: "Notification of Disposition Action,"
Form 141a

1. Careful consideration has been given by this Division to your notice regarding 24 cubic feet of records accessioned as Job No. 59-S-356. These records, known as "STANDBY" reports, were compiled beginning in 1954, and terminated in 1957. Over this period of more than three years it was possible to collect a unique volume of information from

2. It is firmly believed that it would be an injustice to the intelligence community if these files were not maintained for a reasonable time. Accordingly, the decision was made to request that the Records Center hold this collection for ten years before the files are considered for destruction. Specifically, those files dated 1954 will be reviewed in 1964; those dated 1955 for review in 1965; etc.

3. It is hoped that the above justification for further retention meets with your approval. This systematic method of notification on reference activity should be mutually beneficial in the future.

FI/D-RMO